

# **NEW ALBANY SCHOOL DISTRICT**

## **Cleaning and Sanitizing Supplies**

### **RFP - 2021LS1**

The New Albany School District (NASD) plans to purchase cleaning, sanitizing and PPE supplies. NASD wishes to collect bids on this project. It is the vendor's responsibility to ensure that the supplies proposed meets the specifications stated within this document. Any bids that do not meet the exact specifications requested will be eliminated from consideration.

All questions regarding this project should be emailed to Lecia Stubblefield -lstubblefield@nasd.ms

The New Albany School District has a budget in mind for this project. As a result, if the project exceeds the district's budget, we reserve the right to reduce or increase any line item's quantity to remain within our budget. The bid price must be good through June 30, 2022.

All vendor questions and customer answers will be added to the bottom of this Google Document for all vendors to see.

## **2 Ways to submit a bid**

### **1) Mail in a bid**

#### **Directions for Bidding via mail:**

Envelopes containing bids must be sealed, marked "COVIDSUPPLIES21 % Lecia Stubblefield" and addressed to: Lecia Stubblefield.

#### **Mailing Address:**

Lecia Stubblefield, Director of Federal Programs - New Albany School District  
301 Highway 15 N New Albany, MS 38652

#### **Physical Address:**

Lecia Stubblefield - New Albany School District 301 Highway 15 N New Albany,  
MS 38652

**Do Not Fax Proposals.** Proposals will be received by The District at the address shown above until **9:00 AM CST, April 19th, 2021**. If the vendor chooses the mail-in option, proposals must be mailed to the address above in time for delivery before the closing date or hand delivered. Bids will be opened on **April 19th at 9:05 AM** prior to the reverse auction and the amounts from the bids will be placed on the reverse auction website.

**DO NOT EMAIL BIDS AHEAD OF TIME!** If you want to email a bid, please do so during the reverse auction window. (See more details in the reverse auction section)

- No bids may be withdrawn after the scheduled closing time for the receipt of bids for a period of 90 days. The owner reserves the right to reject any or all bids and to waive informalities.

## 2) **Reverse Auction Information**

The reverse auction for this RFP will be conducted on **April 19th, 2021 at 10:30 AM and will conclude at 11:15 AM**. Bidders can call in their bids during this time. They can call 662-539-2442 to place a bid. If this number is unavailable, please call 662-534-1800 and ask for Lecia Stubblefield. Additionally, bidders can attend the reverse auction in-person at 301 Hwy 15 N. New Albany, MS 38652. All bidders can view the live bidding on our reverse auction [website linked here](#).

Also, if vendors would like to email their bid during the reverse auction timeframe they can do so by emailing their bid to [lstubblefield@nasd.ms](mailto:lstubblefield@nasd.ms). **VENDORS CAN ONLY EMAIL THEIR BID IN DURING THE REVERSE AUCTION WINDOW. EMAILED BIDS RECEIVED BEFORE OR AFTER THE REVERSE AUCTION WILL NOT BE ACCEPTED.**

If a vendor has emailed a bid in, and they do not see it appear within 5 minutes of bidding, they should call 662-539-2442 to inquire. The email may have been routed to SPAM. It is the vendors responsibility to follow-up if they are not seeing their bid.

If a vendor attempts to call in a bid, and there is no answer, they can call our alternate number 662-534-1800 and ask for Lecia Stubblefield.

All mailed-in bids will be placed on the reverse auction website at 10:30 AM on the day of the reverse auction. All subsequent bids will be added to the website as soon as they are received. All vendors will have access to the reverse auction website and can bid against their own mailed in bid if they choose to use the bidding methods in the paragraph above.

Vendors who show up in person can submit their bid in person and their in-person bid will immediately show on the reverse auction website.

All bidders who participate in the reverse auction, can make multiple bids.

**ATTN: If you would like to join ZOOM to bid instead of calling in, click the link below. Otherwise, you can just call in.**

<https://us04web.zoom.us/j/2393158588?pwd=ZDQ5Z2E0M3pYZlhBU2FIVHY1WmRvQT09>

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Bid Requirements:

1. Bids for the following supplies required.
2. Bidders must bid on either all of this RFP or nothing. They cannot bid on pieces.
3. We are conducting this reverse auction in house. There is no need to include the typical 3% reverse auction fee or mark up.

Item	Item Specifics	Quantity of individual items	
<i>AFFEX - Country Fresh Disinfectant Spray, EPA Reg. No. 706-111, Or equivalent</i>	17 oz. spray can	300 Cans	
Betco - Clario Foam Antibacterial Hand Soap #75129, <i>Or equivalent</i>  <i>Must be compatible with the Betco dispenser currently being used in the New Albany School District.</i>	1000 Liter Bag	300 individual bags	
Betco - Sanibet Multi-Range Disinfectant, EPA approved food grade sanitizer, CDC N-List product, NSF Certified, <i>Or equivalent</i>	5 Gallons Container	90 Gallons  No individual packaging or container larger than 5 gallons.	
Betco - Stix Hard-Non porous tile cleaner, flip top, 20% Phosphoric acid, <i>Or equivalent</i>	32 oz.	960 Oz.  Individual container not larger than 32 Oz.	

<p>Betco - Clario Foaming 70% alcohol hand sanitizer, <i>Or equivalent</i></p> <p><i>Must be compatible with the Betco dispenser currently being used in the New Albany School District.</i></p>	1000 ml bag	180 individual 1000ml bags	
<p>Betco - Smart Screen Citrus Bouquet, with 4oz Bio Enzyme Fragrance Block, #28772, <i>Or equivalent</i></p>	12 blocks per box	360 Blocks	
<p>Betco - Smart Screen Ocean Breeze, with 4oz Bio Enzyme Fragrance Block, #28672, <i>Or equivalent</i></p>	12 per box	360 Blocks	
<p>Betco - AF315 #7 Fast draw , <i>Or equivalent</i></p> <p><i>Must be compatible with Betco dispenser currently being used in the New Albany School District.</i></p>	2 liter bottle	200 liters	
<p>Betco - Daily Scrub SC Alkaline HD Daily Floor Cleaner, Foam Control, 1:1024 Dilution Rate, Fast Dose Bottle,</p> <p><i>Or equivalent</i></p>	32oz Fast Dose bottle	300 bottles	

Intercon - Stainless Steel Cleaner, Oil Base, Cleans and Polishes, RTU, <i>Or equivalent</i>	QT Bottle	108 Bottles	
Intercon - Brite Bowl Cleaner, Acid Detergent, Disinfectant, <i>Or equivalent</i>	QT Bottles	240 Bottles	
Intercon - Activate Plus Enzyme Digester, grease solubilizing agents, <i>Or equivalent</i>	One Gal	40 gallons  Individual container not larger than a gallon.	
Intercon - Berry Good water soluble deodorant, fresh Raspberry scent with effective odor elimination, Neutralizer, <i>Or equivalent</i>	QT bottle with spray nozzle	120 bottles	
Intercon – Just Peachy water soluble deodorant, fresh Peach scent with effective odor elimination, Neutralizer, <i>Or equivalent</i>	QT bottle with spray nozzle	120 bottles	
Intercon – Intersolve HD Spray/Wipe Solvent Degreaser <i>Or equivalent</i>	QT bottle	360 bottles	
Bags - Black Bags 46x52 Liner, <i>Or equivalent</i>	100 bags per box  26.5 lbs.  2.0 Mil	36,000 bags	

32oz Spray Bottles with Trigger sprayers		300 bottles	
Bag - Brown Wax Sanitary Napkin Bag #6141 <i>Or equivalent</i>	Box of 100	800 bags	
<p><i>Toilet Tissue</i></p> <p><i>AFFEX BRAND #TP534</i>  <i>AFFEX 2-Ply, 4.1" x 3.25" Or equivalent</i></p> <p><i>Must be compatible with Affex dispenser currently being used in the New Albany School District.</i></p> <p><i>Double Roll Lockable Dispenser.</i></p>	<p>2 ply Rolls</p> <p>96 per Case</p>	14,400 Rolls	
<p>Georgia Pacific – EnMotion White Roll Towel #89460, <i>Or equivalent</i></p> <p><i>Must be compatible with Georgia Pacific #59462A Dispenser currently being used in the New Albany School District.</i></p>	<p>10"x800'</p> <p>6 rolls per case</p>	720 Rolls	
Diversey - Stride Citrus Neutral floor cleaner, #903904 <i>Or equivalent</i>	Gallon Jug	40 gallons	
Diversey - Spit Fire Degreaser Spray, # 95891789 <i>Or equivalent</i>	QT bottle	60 qt. bottles	

Diversey - GP Forward All Purpose Cleaner #904516 <i>Or equivalent</i>	5 Gallon Box	100 gallons	
Sani Guard - #55002 SaniGuard Total Release Aerosol Fogger 8oz, <i>Or equivalent</i>	8 oz. spray can	36 8 oz foggers	

TOTAL BID: \_\_\_\_\_

#### Newspaper advertisement

The New Albany School District (NASD) will conduct a reverse auction for cleaning and sanitizing supplies through June 2022. Please visit the link below for information on bid requirements. Bidding will be conducted on April 19th, 2021. The URL below contains the detailed bidding process.

URL - [shorturl.at/ixzlX](https://shorturl.at/ixzlX)

#### Questions and Answers

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